

**AGING AND DISABILITY RESOURCE CENTER OF WAUKESHA COUNTY
ADVISORY BOARD
Meeting Minutes**

Meeting Date/Time: 10/1/09

Location: Human Services Center Brookfield Room

Committee Members:

<u>X</u> Curtis, John	<u>X</u> Lee, Lorraine
<u>X</u> Farrell, Dennis	<u>X</u> Pagels, Nancy
<u>X</u> Goetz, Jennifer	<u>X</u> Turkoske, Julie
<u>X</u> Graham, Bill	<u>X</u> Weidmann, Larry
<u>A</u> Hansen, Patricia	<u>EA</u> Wolff, Sandy
<u>X</u> Johnson, Scott	<u>EA</u> Zaborowski, William
<u>X</u> Lee, Glenn	

X = Present A = Absent EA = Excused Absence

Additional Attendees:

<u>X</u> Woyak, Barbara - ADRC	<u>X</u> Pieters, Amy
<u>X</u> Komppa, Mark	<u>X</u> Eckhardt, Kathy

Call to Order:

Chairman B. Graham called the meeting to order at 9:36 a.m.

Approval of minutes of 9/3/09 meeting:

Chairman B. Graham called for approval of the minutes of the 9/3/09 meeting. J. Curtis moved to approve the minutes; D. Farrell seconded the motion; all in attendance approved. The motion is carried.

Approval of 1020-2012 County Plan on Aging – Barbara Woyak

B. Woyak returned to the Board to review comments received from GWAAR. Change included an emergency plan for pets or service animals. A Red Cross checklist is available from the ADRC. Woyak reviewed budget pages and the changes in funding amounts for congregate and home delivered meals. Once approval is obtained by the Board, the Plan will go to the County for approval, before going to GWAAR. D. Farrell moved to approve the plan; B. Graham seconded the motion; all in attendance approved.

Chore-Request for Proposal – Barbara Woyak

B. Woyak presented information on the Request for Proposal for Chore Services. The Chore program uses Older American's Act and tax levy funding, with the RFP process occurring every 3 years. It is a competitive process with vendors required to meet specific criteria. Only one vendor, Interfaith, who is the current vendor, responded to the bid process. J. Curtis moved to accept Interfaith as the vendor for Chore Services; D. Farrell seconded the motion; all in attendance approved.

Senior Lifestyles Conference Update – Kathy Eckhardt

K. Eckhardt, a contract ADRC employee, presented an overview of the status of the upcoming Senior Lifestyles Conference. The response to the conference has been very positive. Registration is full at 350, with exhibitor tables sold out as well. K. Eckhardt discussed day-of-event tasks for Board members, and the need for additional door prizes. Board members are encouraged to contact Eckhardt if they are able to obtain additional door prizes. There was good discussion and questions were answered.

Educational Segment – A Day in the Life of an ADRC Specialist

Amy Pieters, ADRC Specialist, summarized a normal day for a Specialist. ADRC Specialists work 4-hour shifts once or twice a week answering client phone calls. The calls are for general information, family care, disenrollment, nursing home relocation, family or caregiver concerns, adult protective services, Older Americans Act services (home delivered meals, chore services, bathing, respite), transition from child to adult services and guardianship. The ADRC Specialists expect the unexpected. Beside phone duty, they meet with clients who present themselves at the ADRC office. Pieters stressed the importance in knowing the various resources available including hospitals, elder welfare, school systems, shelters, veterans and developmentally disabled resources. When visiting clients at their homes, they take with them a large folder filled with forms, handouts, resources, etc. so that they have the materials necessary for any situation. Identifying the client's needs requires good communication skills and lengthy discussions with clients and family members. ADRC Specialists have been extremely busy with the many calls, walk-in clients, and home visits. There was much discussion and many questions were answered.

Director's Report:

In the Director's absence, M. Komppa, Human Services Supervisor in the ADRC, spoke about the ongoing process of removing clients from the waiting list for services. He also discussed the challenges of H1N1 and homebound clients. There were many questions from Board members.

Greater Wisconsin Agency on Aging Resources (GWAAR) Report:

Board members suggested that John Schnabl, from GWAAR, speak to the Board at a future meeting. This will be explored.

Coalition of Wisconsin Aging Groups (CWAG):

J. Curtis reminded Board members that the CWAG district meeting will be held at the Waukesha County Administration building on October 2, 2009.

People Can't Wait Report:

L. Lee reported that the September 12, 2009 People Can't Wait meeting was poorly attended. J. Turkoske shared that there is a need for additional members to advocate for the disabled population, and for services for children with disabilities. D. Farrell discussed the need for transportation options for individuals with disabilities.

Health and Human Services Board and Committee Report:

D. Farrell shared that the HHS Committee and Board viewed a video of the 1918 flu pandemic. Members suggested viewing the film at the November Board meeting. Plans are in place for flu clinics to be held at the Waukesha Expo in mid-late October.

Other Business/Updates

N. Pagels shared activities occurring in Sussex including a Mount Mary presentation at the senior dining center, and a meal program at a local church.

Adjournment:

B. Graham called for a motion to adjourn the meeting. J. Curtis moved to adjourn the meeting; D. Farrell seconded the motion; all in attendance approved. Motion is carried.

Meeting Dates and Times/Next Meeting:

November 5, 2009 - 9:30 a.m.

Brookfield Room – Human Services Center

Approved _____ **Date** _____

Recorded and Submitted by Pat Popowsk on 10/1/09.